

City of Selah
Council Minutes
August 13, 2019

Regular Meeting
Selah Council Chambers
115 West Naches Avenue
Selah, WA 98942

- A. Call to Order Mayor Raymond called the meeting to order at 4:00pm.
- B. Roll Call
- Members Present: Kevin Wickenhagen; Jacquie Matson; Jeremy Burke; John Tierney; Roger Bell
- Members Absent: Diane Underwood; Russell Carlson
- Staff Present: Donald Wayman, City Administrator; Dale Novobielski, Clerk/Treasurer; Rick Hayes, Police Chief; Gary Hanna, Fire Chief; Jim Lange, Deputy Fire Chief; Joe Henne, Public Works Director; Jeff Peters, Community Development Supervisor; Ty Jones, Public Works Utility Supervisor; Treesa Morales, Recreation Manager; Monica Lake, Executive Assistant

- C. Councilmember Absence – Motion to Excuse

Council Member Bell moved, and Council Member Tierney seconded, to excuse Council Members Underwood and Carlson. By voice vote, approval was unanimous.

- D. Pledge of Allegiance

Council Member Matson led the Pledge of Allegiance.

- E. Invocation

Pastor Mark Griesse gave the prayer.

- F. Agenda Changes **None**
- G. Public Appearances/Introductions/Presentations **None**
- H. Getting To Know Our Businesses **None**
- I. Communications

1. Oral

Mayor Raymond opened the meeting.

Tiffany Hein, Selah Downtown Association (SDA), approached the podium and addressed Council. She said that the SDA has offered two matching fund grants to people in Selah, one to David and Lisa Gordon for five thousand dollars for renovation of the north First Street sidewalk in front of the Liberty building, and one to Doctor David Lemmon in the amount of three thousand dollars for a new sign at 318 south First Street. She noted that each grant recipient has thirty days to start their project and ninety days to finish. She invited Council to their annual red carpet gala to celebrate both Selah's centennial and the hard work done by Selah businesses and the community.

Council Member Tierney inquired as to the cost of the gala tickets.

Ms. Hein replied that they were thirty-five dollars per person, or three hundred dollars for a table.

Mayor Raymond asked if the theme was the Centennial.

Ms. Hein responded in the affirmative, saying that it was 1919 and people were welcome to attend in costume.

Seeing no one else rise to speak, Mayor Raymond then closed the meeting.

2. Written

- a. Code Enforcement Report for July 2019
- b. Recycling Data Report for the 2nd Quarter of 2019

J. Proclamations/Announcements **None**

K. Consent Agenda

Council Member Wickenhagen requested a change to the minutes to reflect that he wasn't part of the votes on the Resolutions, as he was not present at the meeting.

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (*) were considered as part of the Consent Agenda.

- * 1. Approval of Minutes: July 23, 2019 Council Meeting
- * 2. Approval of Claims and Payroll:

Payroll Checks Nos. 82958 – 82982 for a total of \$290,970.27
Claim Checks Nos. 73399 – 73496 for a total of \$457,355.29

Council Member Tierney moved, and Council Member Matson seconded, approval of the amended Consent Agenda as read. By voice vote, approval was unanimous.

- ## M. General Business

Mayor Raymond responded in the affirmative.

Human Resources Manager Potter said that he posted a Request for Proposals (RFP) on the City's website last Thursday as well as submitting the job posting to the Washington State Association of Attorneys in both Yakima and Benton-Franklin counties. He added that he has submitted two different ads to the Yakima herald-Republic, briefly explaining the difference and where they would be published.

Human Resources Manager Potter responded that he had posted it there and on the Association of Washington Cities website, and that he received another potential from City Attorney Noe that he would post it to the next day. He noted that Thursday of next week they would discuss the applications and bring a proposal to the following Council Meeting.

Council Member Tierney inquired if there was a salary range stated.

Human Resources Manager Potter answered that they requested that individuals list their expected salary range, to be debated on experience.

N. Resolutions

1. Resolution Authorizing the Mayor to Award a Construction Contract between the City of Selah and Granite Construction Company, for the Naches Avenue and North First Street Sidewalk Improvements

Public Works Director Henne addressed N – 1. He apologized for his tardiness, explaining that he was in a meeting with the building inspector. He said that the Resolution before them was to authorize the Mayor to award a construction contract to Granite Construction Company for the Naches Avenue and North First Street sidewalk improvements. He briefly reviewed the improvements to be made, adding that Granite provided the low bid, and that while it was above the engineer's estimate, the desire was to get the project done this year. He recommended awarding the contract to Granite.

Council Member Wickenhagen asked what the funding source number referenced.

Public Works Director Henne replied that Street Fund 111 was used for projects, with some money being transferred out of transit as transit rules allow sidewalk repair and installation projects within a quarter mile of a bus stop.

Clerk/Treasurer Novobielski remarked that the project was currently budgeted for fifty-five thousand, and that he would be coming to Council at a future meeting with a budget adjustment for the difference, as the new amount was approximately ninety-two thousand including engineering costs.

Council Member Burke inquired if the budgeted fifty-five thousand included engineering costs.

Clerk/Treasurer Novobielski responded that it was budgeted at that, but currently with engineering and administrative oversight they have roughly thirty-seven thousand that needs to be supplemented.

Council Member Burke remarked that the letter says HLA doesn't believe there would be a better price, and asked Public Works Director Henne for his thoughts on that.

Public Works Director Henne answered that sometimes if they go out earlier in the year they get a better price, or if they were making an application for sidewalks on Goodlander and bundled it with another project they could get a better price, but this was the amount he was asking for them to approve.

Council Member Tierney wondered about the location of the stairs.

Public Works Director Henne replied that there's a five foot sidewalk in front of the Liberty building along First Street, with the right of way going to the face of the building, and that the building owner has requested that the City frame it and build a curb, and he would do the pavers and build a fence around it.

Council Member Matson asked if it would block walking traffic.

Public Works Director Henne answered in the negative.

City Administrator Wayman commented that it would allow them to lease the right of way to the building owner, but that it wouldn't be complete until the lease was signed.

Council Member Matson remarked that they were getting a grant for part of it, asking if it was more cost than a normal sidewalk.

Public Works Director Henne responded that it was right around eighty to a hundred dollars in addition.

Council Member Matson inquired if the City was paying half.

Public Works Director Henne answered that the City was paying for everything included in the bid.

Council Member Burke referenced the example of the East Goodlander project, wondering if there was a portion of the project that could be bundled as part of a larger plan.

Public Works Director Henne replied that it was actually West Goodlander where they were looking at two places to make an application for funding to complete sidewalk segments, although he didn't know if they would get approved.

Council Member Tierney asked what he anticipated as the duration of time for the project from start to finish.

Public Works Director Henne answered that it would be less than thirty days.

Council Member Matson opined that the eight thousand two hundred for the stairs and pavers in front of the Liberty building would just be directly benefitting that business.

Public Works Director Henne replied that there were three buildings.

Council Member Matson remarked that he said it would be fenced off.

Public Works Director Henne responded that it would be a garden rail fence.

City Administrator Wayman said that the business owner would bear the costs of that part of the improvements, and that the City would be putting in curbing around it. He reminded Council that the SDA awarded the business owner a grant to help out with that.

Council Member Matson asked what the additional eight thousand two hundred was for.

Public Works Director Henne answered that it was for the stairs going up, the curb, and the wheelchair ramp, adding that he did verify that number.

Council Member Burke inquired if the reason was for a restaurant or something.

Public Works Director Henne replied that was his understanding.

City Administrator Wayman offered his perspective on the project, saying that they were looking to improve the substandard sidewalk in front of Pingrey Ford, and that the improvements in front of the Liberty building would beautify the area and create walkability, create an opportunity for a business to

have outdoor visibility, and make it more habitable and well-attended. He added that they were trying to create an outdoor venue downtown, and he viewed this as a positive for businesses to flourish in the downtown area.

Council Member Burke moved, and Council Member Wickenhagen seconded, to approve the Resolution Authorizing the Mayor to Award a Construction Contract between the City of Selah and Granite Construction Company, for the Naches Avenue and North First Street Sidewalk Improvements. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes. By voice vote, approval was unanimous.

2. Resolution Authorizing the Mayor to Enter into an Agreement Between the City of Selah and Baer Testing, Inc. for the East Goodlander Road Improvement Project, STPUS-4710(001)

Public Works Director Henne addressed N – 2. He said that the Resolution was for an agreement related to the East Goodlander Road Improvements, and that this company was the only tester approved by Federal Highways to doing the necessary testing that the City is required to provide.

Council Member Tierney moved, and Council Member Matson seconded, to approve the Resolution Authorizing the Mayor to Enter into an Agreement Between the City of Selah and Baer Testing, Inc. for the East Goodlander Road Improvement Project, STPUS-4710(001). Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes. By voice vote, approval was unanimous.

O. Ordinances **None**

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments

Police Chief Hayes said that National Night Out was a huge success in spite of the hot temperatures, and that they were looking to make it even bigger and better next year. He noted that they made over three hundred dollars from the dunk tank and car smashing.

Fire Chief Hanna thanked all of the voters that voted for the levy, saying that it was very positive for the Fire Department. He remarked that they finally took delivery of the 2018 and 2019 tenders and were busy doing last minute stuff to them to get them in service.

Council Member Tierney complimented him on the mailing sent out to encourage voters.

Community Development Supervisor Peters said that they were still looking to replace the building inspector, with initial interviews Thursday, and that he hopes to report who they've selected at the next Council Meeting. He noted that he's also preparing for the Council Retreat.

Public Works Director Henne said that the East Goodlander road project was slated to start August 26, with a seventy day construction window. He commented that he would be sending the transit plan to council to review prior to the next meeting, when they would hold a public hearing on the matter. He remarked that they were selected for drought relief for Well 7 through the Department of Ecology and that they would also be negotiating with them on a stormwater grant. He finished by saying that they were replacing Third street service and that the North First Street project was complete.

City Administrator Wayman commented that he didn't see any cracks on the sidewalk in front of the new pool, and that the contractor did a good job.

Public Works Director Henne agreed that they seemed to do pretty good job.

Clerk/Treasurer Novobielski gave a sales tax update for the month of July, saying that they were up twenty thousand dollars over July 2018, and up seventy thousand more over the first seven months of this year versus last year.

Recreation Manager Morales had no report.

Human Resources Manager Potter had no additional report.

City Attorney Noe had no report.

2. Council Members

Council Member Wickenhagen had no report.

Council Member Matson had no report.

Council Member Burke had no report.

Council Member Tierney expressed his compliments to the Police, Fire, and Public Works Departments for National Night Out, saying that it was really a great event for the community.

Council Member Bell reported that the SPRSA levy did not pass by the required sixty percent, and that they are having ongoing discussions about what would transpire for next season. He said that there would be more information in the future as they formulate plans to raise funds to operate on a limited basis next year. He commented that there were several things still being dealt with regarding the pool facility and the contractor, although the project was substantially complete, adding that one critical issue for them was the cracking of the pool deck. He remarked that he had some very positive news about the pool revenue stream, saying that for the first two weeks they generated over thirty thousand dollars, while the entire season last year was only twenty-three thousand dollars in revenue. He went on to say that they won't sustain at that level, but the board feels good about the revenue stream, as they heard the pool has been extremely busy with both public swim and private rentals. He stated that the SPRSA board voted the night before to extend the swim season on a limited basis through September, contingent upon

issues with the contractor and completing things, which would allow the high school swim teams to utilize the pool in September at more favorable hours than what they get using Lions Pool.

Council Member Tierney inquired as to the earliest that SPRSA would run another levy request.

Council Member Bell replied that they could run one in February, although he didn't think that likely, and that they would likely wait until next August as they wouldn't generate any income from that levy to operate next summer anyway. He noted that the cost of running one in February is higher than running it during a primary or general election.

Council Member Burke asked if they would be doing a public relations campaign, as the failed levy clearly showed a disconnect between the voters and SPRSA that he felt could be addressed.

Council Member Bell responded that it was too early in the process to say what the board would determine to do, but they understand the need to do something a little bit different. He noted that there was a citizens committee that meets separate from the SPRSA board, but he doesn't attend those meetings due to a quorum issue.

Council Member Matson commented that she did stay for the other meeting last night, and that a lot of conversation revolved around identifying the issues and working to overcome them.

3. City Administrator

City Administrator Wayman said that as soon as the time period closes on the city attorney position they would be discussing the applications received, with the intent of bringing their selection to the next Council Meeting for approval. He briefly discussed the Larson property located at the corner of Wenas Road and West Goodlander Road, saying that they have a property description and appraisal done on the slice of Well No. 7 property to be purchased and are working on the deeds, tax affidavit, short plat exemption, and development agreement. He went on to say that they were having right of way issues with Pacific Power, and when everything had been completed it would come to Council for approval, with the sale immediately following. He commented that they would be receiving the Council Retreat agenda via email, and that they should expect to work from 8:30am straight through to 4:30pm.

4. Boards **None**

5. Mayor

Mayor Raymond expressed her appreciation for the hard work done by the department heads.

Council took a five minute recess.

P. Executive Session

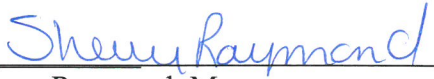
1. 15 Minute Session – Potential Litigation RCW 42.30.110 (1)(i)

Council went into Executive Session at 4:51pm. At 5:06pm, Council went back on the record. Mayor Raymond stated that no action was taken during the Executive Session.

Q. Adjournment

Council Member Tierney moved, and Council Member Bell seconded, that the meeting be adjourned. By voice vote, approval was unanimous.

The meeting adjourned at 5:06pm.

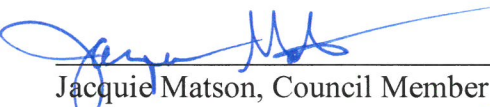

Sherry Raymond, Mayor

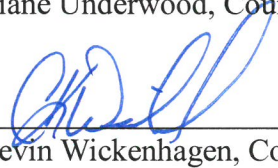

Roger Bell, Council Member



John Tierney, Council Member

EXCUSED
Russell Carlson, Council Member

EXCUSED
Diane Underwood, Council Member


Jacquie Matson, Council Member


Kevin Wickenhagen, Council Member


Jeremy Burke, Council Member

ATTEST:


Dale E. Novobielski, Clerk/Treasurer